

## **EMERGENCY SUPPORT FUNCTION 3**

### **PUBLIC WORKS AND ENGINEERING**

**ICS Function:** Operations

**PRIMARY AGENCY:** Public Works (PW)

**SUPPORT AGENCIES:** Department of Emergency Management (DEM)  
Sheriff  
Planning and Community Development  
Parks and Recreation Division  
Town of Coupeville, Maintenance  
City of Langley, Maintenance  
City of Oak Harbor, Public Works

State:

Washington State Department of Fish and Wildlife  
Washington State Military Department -  
Emergency Management Division (EMD)  
Washington State Parks and Recreation Commission  
Washington State Patrol (WSP)  
Washington State Department of Transportation (WSDOT)

## **I. INTRODUCTION**

### **A. Purpose**

The purpose of Emergency Support Function (ESF) 3 is twofold:

1. To provide public works and engineering support to assist the county in meeting needs related to emergency, disaster response, and recovery.
2. To provide for the inspection of county facilities, county roads, drainage structures, and bridges for structural safety, the identification and marking of unsafe structures, debris removal, temporary repair of essential county roads and drainage structures.

### **B. Scope**

Public Works support includes technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, and provision of emergency power at road shop locations. Activities within the scope include:

1. Participation in mitigation and preparedness activities.
2. Participation in needs and damage assessments immediately following the event.
3. Emergency clearance of debris from county roads to allow for reconnaissance of the damaged areas and passage of emergency personnel and equipment.
4. Temporary repair or replacement of emergency access routes to bridges, ports, waterways, airfields, and any other facilities necessary for passage of rescue personnel, and emergency stabilization of damaged roads and related structures.
5. Emergency contracting for related services to restore safety, promote public health, and aide in disaster recovery.
6. As resources permit, technical assistance including structural inspection of public structures, and road structures,
7. Preparation of PW project worksheets, preliminary damage assessments (PDAs), related documentation.
8. Fuel support to county emergency response, public safety, and transit vehicles.

## **II. POLICIES**

- A. It is the policy of Island County to provide public works services to lands and facilities under county jurisdiction. Services to other jurisdictions and private property such as debris collection, road repair, or fee adjustment may be determined by the Director, Public Works and or the Board of Island County Commissioners (BOICC).
- B. Island County has the right to collect for any costs incurred by its authorized representatives, contractors, and sub-contractors in carrying out any necessary work on private property, including debris removal, wreckage, health hazards as declared by the County Health Officer, and demolition of unsafe or abandoned structures, and administrative costs.
- C. Permitting fees, solid waste dumping fees, and normal inspection procedures will remain in effect following a disaster unless otherwise directed by the BOICC.

## **III. SITUATION**

- A. Emergency/Disaster Conditions and Hazards

An emergency or disaster may cause unprecedented public infrastructure damage. Roads, retaining walls, and drainage structures may be destroyed or severely weakened requiring reinforcement or repair for public safety. Debris may make streets and highways impassable and public utilities may be disrupted. During a large event, local emergency response personnel will also be victims and response equipment may be damaged or inaccessible. Sufficient resources may not be available in the county to meet all emergency requirements requiring a declaration of emergency and a request for resources to the state Emergency Operations Center (EOC).

**B. Planning Assumptions**

1. Public Works personnel will first secure the safety of their families before reporting for work. This may initially cause available PW manpower to be limited. As soon as possible, rapid damage assessments in each road shop district will be made to determine damage extent, critical tasks, and establish work priorities.
2. Debris clearance and emergency road repairs will be given priority in support of lifesaving, emergency response, and utility restoral work.
3. Emergency environmental waivers and shoreline or wetland work permits must be applied for and later formalized to dispose of materials from debris clearance and demolition activities as well as to repair shoreline roads and drainage structures. Temporary debris storage sites are preplanned.
4. After a large-scale disaster, some local private contractors with engineering, construction skills, and construction equipment will be victims and not be available for hire.
5. Previously inspected bridges, retaining walls, and other structures will require re-evaluation if earthquake after-shocks or if additional ground movement occurs following an earthquake or a landslide.

**IV. CONCEPT OF OPERATIONS**

- A.** The Director, Island County Public Works (PW) or designee will serve as the primary coordinator of public works and engineering services at the Island County EOC. The Director, PW will coordinate with the public works departments of other county jurisdictions to meet critical needs, eliminate duplication, and consolidate work requirements as much as possible.
- B.** PW will establish a public works team in the county EOC to collect and analyze information, determine critical tasks, and prioritize and assign work.

- C.** PW will coordinate with the local district of the State Department of Transportation (WSDOT) for the clearance and or repair of local state highways, bridges, and ferry terminals.
- D.** County road shops will provide gasoline and diesel fuel as available to authorized county and other emergency response vehicles, and with coordination, to utility repair crews.
- E.** The PW will coordinate with private business and industry to obtain additional resources for public works and engineering work. A formal emergency declaration may be necessary to use abbreviated contracting procedures to quickly acquire goods and services.
- F.** PW will request emergency environmental and hydraulic permits for the temporary dumping of debris and contaminated materials as well as emergency road, retaining wall and drainage structure repairs in or near sensitive drainage areas and shorelines.
- G.** PW will request or establish a unique work order number for tracking all costs related to emergency response and recovery. Designated personnel should be trained to collect and organize damage and cost documentation including digital pictures and global positioning system (GPS) location data.

## **V. RESPONSIBILITIES**

### **A. Public Works**

1. Provides for the overall direction, control, and coordination of public works and engineering services in the unincorporated portion of Island County.
2. Coordinate with WSDOT, municipalities and special purpose districts to assess damage, prioritize tasks, and allocate resources to insure that essential services are restored or preserved in an organized and coordinated manner.
3. Monitor work hours and crew stress to maintain worker safety. Request additional resources if local resources are exhausted.
4. Provide Island County DEM and EOC with current disaster analysis and road closure information.

**B. Department of Emergency Management**

1. Coordinate with PW for road and public infrastructure damage information and assessments.
2. Establish procedures for identification of vehicles authorized to refuel at county road shops if commercial fuel is not available.
3. If requested by the Director, PW, request additional resources through the state EOC. This should be preceded by a formal emergency declaration.

**C. Department of Planning and Community Development**

1. Provide post-incident safety inspections of county facilities and other public structures as required by the type of emergency or disaster.
2. Provide the county EOC with damage analysis and current information.
3. Assist PW with local emergency environmental and hydraulic permits and permit coordination with state agencies to facilitate emergency repairs and debris removal.

**D. County Parks and Recreation Department**

1. Conduct inspections of park property and facilities. Document and report damage to the EOC.
2. Assist PW as directed.

**E. Dike and Drainage Districts**

1. Inspect dikes and facilities for damage and integrity, and safety of all structures and supporting facilities and equipment.
2. As needed perform temporary repairs, contract for repairs or request assistance from Public Works.
3. Contact Public Works if repairs exceed local repair capability and a life or property safety threat exists.

**VI. RESOURCE REQUIREMENTS**

Resource requirements will be unique to each emergency or disaster. PW maintains a consolidated list of major equipment. DEM will compile and make available a National Incident Management System (NIMS) typed resource list of major public works equipment owned by each municipality or special use district.

## **VII. REFERENCES**

- A.** Island County Code Titles XII through XV
- B.** Island County Ordinances C-160-01 through C-164-00
- C.** Revised Code of Washington (RCW) 43.19.450, Department of General Administration, Engineering and Architecture.

(Also see CEMP, References)

## **VIII. DEFINITIONS AND ACRONYMS**

See CEMP, References, Definitions and Acronyms

## **TABS**

**TAB A** Solid Waste and Debris Management

## **ESF 3, TAB A**

### **SOLID WASTE AND DEBRIS MANAGEMENT**

**ICS FUNCTION:** Logistics

**LEAD:** Public Works - Solid Waste Division, Road Division

**SUPPORT:** EOC - Public Information  
Planning and Community Development  
Department of Emergency Management (DEM)  
Public Health Department

#### **I. INTRODUCTION**

##### **A. PURPOSE**

To provide for the local removal, recycling, temporary storage, and removal from Island County storm debris and other solid waste including structural wreckage and household hazardous materials following a disaster.

##### **B. SCOPE**

This ESF addresses emergency solid waste management activities including: collection, temporary storage, and transportation from Island County,

#### **II. POLICY**

Island County may collect for actual costs incurred in carrying out necessary work on private property needed to protect public health and safety. The work may be accomplished by county employed contractors and sub-contractors. This work may include; debris removal and demolition of unsafe or abandoned structures, temporary storage, processing recycling, and eventual disposal. Property owners may be responsible for resulting landfill tipping fees and administration costs. Additional costs and penalties may include: billing the owner, withholding further permits to the property until penalties are paid, or a property lien.

#### **III. PLANNING ASSUMPTIONS**

- A.** In the aftermath of a disaster, storm debris and solid waste can hamper emergency response, delay repair and reconstruction, and pose a threat to the public health, safety, and the environment.
- B.** Removal of solid waste from public property or ordering it removed is a FEMA reimbursable expense.

- C.** Debris will likely contain hazardous materials. Debris removal and temporary storage may require environmental and health permits.
- D.** Removal and disposal of debris from private property is normally a property owner responsibility and expense.

#### **IV. CONCEPT OF OPERATIONS**

- A.** Solid waste cleanup is an essential component of recovering from emergency conditions.
- B.** Coordination of emergency solid waste management is the responsibility of the Public Works - Solid Waste Division, authorized solid waste contractors, DEM, the Washington State Department of Ecology, and other state and federal departments.
- C.** The process for management of debris and solid waste after a disaster usually occurs in the following sequence:
  - 1. Debris and solid waste removal from streets, county roads, and highways to provide access. As necessary, obtain emergency permits and open pre-determined temporary storage sites.
  - 2. Identification, collection, staging and disposal of moderate risk and hazardous waste.
  - 3. Salvaging, recycling, of debris and solid waste and removal from Island County.
- D.** Contractors, county workers, and registered emergency volunteers (WAC 118.04) may be needed for debris and solid waste debris cleanup. They must be provided, as conditions dictate, with:
  - 1. Hard hats, safety goggles, approved dust respirators.
  - 2. Other personal protective clothing, equipment, and tools.
  - 3. Drinking water, portable toilets, and hand washing facilities.
  - 4. Training and supervision.
  - 5. Air, water, and blood-borne pathogens protective and decontamination equipment as needed.



## **V. RESPONSIBILITIES**

### **A. LEAD – Public Works - Solid Waste Management Division**

1. Provide over-all management of emergency solid waste removal, temporary storage, recycling, and transportation out of Island County.
2. Provide emergency operation of county transfer stations and coordinate long-haul transportation.
3. Formulate emergency policies and regulations regarding solid waste collection and disposal for private citizens.
4. Coordinate the disposal of hazardous materials with other agencies.
5. Provide staff to weigh and document solid waste at county transfer points and other drop-box or staging facilities.
6. Document debris storage locations, the specific amounts (by weight or truck load -volume) of debris collected, emergency permits, and all tipping fees.
7. Coordinate with the Public Information Officer to provide information to the public.
8. Coordinate with the Washington State Departments of Health and Ecology as to the collection, storage, and final disposition of household and other hazardous/contaminated substances.

### **B. SUPPORT**

#### **1. EOC - Public Information**

Coordinate all public information, instructions, and media relations as defined in Appendix 2 to the CEMP

#### **2. DEM**

- a. Coordinate with the state EOC for additional resources.
- b. Following a BOICC disaster declaration, DEM will assist Public Works in determining areas qualified to participate in the Disaster Debris Management Program.
- c. Verify identification and location of residents and businesses

requesting disaster debris vouchers.

- d. Issue Disaster Debris Vouchers, forwarding the white copy to Solid Waste Division, providing the pink copy to the resident or business, and retaining the yellow copy.
- e. Forward questionable or fraudulent requests for Disaster Debris Vouchers to the Island County Sheriff's Office for investigation.

4. Public Health Department

- a. Provide or coordinate resources for monitoring of debris and solid waste temporary storage sites.
- d. In coordination with State Department of Health, advise on collection, temporary storage, and disposal of biohazard materials.

## **VI. REFERENCES**

WAC 173.351 Regulations regarding Solid Waste Handling and Disposal.  
WAC 118.04 Emergency Worker Program  
Island County Solid Waste and Moderate-Risk Waste Management Plan, Final Draft,  
September 2007

## **VII. ATTACHMENTS**

Attachment 1 Figure 11-1 Potential Staging Sites for Disaster Debris, page 11-7,  
Island County Solid Waste and Moderate-Risk Waste Management  
Plan, Final Draft, September 2007

**ESF 3, TAB A**  
Attachment 1

